

Regular Session scheduled for March 9, 2022 at 8:00 a.m.

In response to COVID-19 precautions, personnel can participate virtually via Zoom.

- 1. Call to Order
- 2. Consideration and approval of the January 12, 2022 Regular Meeting Minutes
- 3. Board of Directors' Comments
- 4. Comments from the Public
- 5. Consideration for Approval of Claims
- 6. Board of Directors Committee Reports
 - a. Personnel & Benefits
 - b.Facilities
 - c. Budget & Finance
 - d. Economic Development
 - B. Executive Director's Report
 - C. Consultant's Report
 - D. Treasurer's Report
 - E. Attorney's Report
- 7. Consideration and Discussion of New Business
 - A. Consideration for Approval of Resolution No. 01-2022 Amending Salary for 2021
 - B. Consideration for Approval of Resolution No. 02-2022 Declaring Surplus of Personal Property and Authorizing its Disposal
 - C. Consideration for Approval of the Terre Haute Regional Airport Employee Handbook
 - D. Consideration for Approval of the IU Health Lifeline Lease
- 8. Consideration and Discussion of Unfinished Business
- 9. Comments from the Public
- 10. Comments from the Board of Director's
- 11. Adjourn



Minutes

Terre Haute Regional Airport Authority January 12, 2022 – 8:00 a.m. Airport Conference Room

PRESENT:

Rick Burger, President Dan Conley, Member Matthew Wayt, Member (called in) Bernice Helman, Member

STAFF PRESENT:

Jeff Hauser, Executive Director Kara McIntosh, Director of Operations Kelsey Veatch, Finance Manager

OTHERS PRESENT:

Howard Greninger, Tribune Star Josh Thompson, Hoosier Aviation Ethan Malavolti, Malavolti Aviation Brooklyn Navarre, THRA Heather Good, WTHI (called in) Kevin Donner, ISU ABSENT:

Mike Morris, Member Brian Short, Vice President

Mr. Burger called the meeting to order at 8:00 a.m.

Upon a motion by Mr. Conley, seconded by Mrs. Helman and passed by unanimous vote, the minutes from the December 17, 2021 meeting were approved.

Comments from the Board of Directors - None

Comments from the Public - None

Upon a motion by Mrs. Helman, seconded by Mr. Conley and passed by unanimous vote, the Claim Forms dated December 17, 2021 were approved.

REPORTS

ACCOUNTS PAYABLE VOUCHER REGISTER SUMMARY

Terre Haute Regional Airport

GOVERNMENTAL UNIT

AGENCY

APV Register Batch - MARCH 2022 MEETING

NOTES:(1) Use both sides of the form if needed. Signatures of governing board should appear only on the final page of each meeting in which accounts payable vouchers are allowed.

(2) The Memorandum is for entering action on accounts payable vouchers if disallowed in whole or in part, if continue to a later meeting of governing board, or for other pertinent information.

Page 1 of 4 Pages

Installed by the Terre Haute Regional Airport-2019 General Form No. 364 (1997) APVREGISTER_SUM.FRX

| Check | | No. of Oldinary | Office | Amount of Voucher | Amount Allowed | Warrant | Check/ Memorandum (See Note (2) Above) |
|-------------|--------|---------------------------------|---------------------------|-------------------|-------------------|---------|--|
| Date | Vendor | Name of Claimant A-1 SANITATION | Department WASTE DISPOSAL | 85.00 | 85.00 | 13440 | MONTHLY FEE - PORTABLE TOILET |
| 02/09/2022 | | ADB SAFEGATE AMERICAS, | LIGHTING SUPPLIES - | 1041.26 | 1041.26 | 13441 | AIRFIELD LIGHTS |
| 02/09/2022 | | | BOTTLED GAS | 52.59 | 52.59 | 13442 | BOTTLED GAS - CYL RENTAL |
| 02/09/2022 | 3 | AIRGAS USA, LLC | | | 440.00 | 13443 | RENTAL - CARPET PULLER & HAND |
| 02/09/2022 | 1940 | CAHILL RENTAL & SALES | EQUIPMENT RENTAL | 440.00 | | | MAINTENANCE UNIFORMS |
| 02/09/2022 | 20 | | MAINTENANCE UNIFORMS | 540.66 | 540.66 | 13444 | |
| 02/09/2022 | 169 | CO-ALLIANCE | GASOLINE & DIESEL | 3367.78 | 3367.78 | 13445 | UNL 329.9 GAL & DIESEL 521.9 GAL |
| 02/09/2022 | 22 | COLDWELL & COMPANY INC. | GARAGE & MOTOR | 1145.33 | 1145.33 | 13446 | E-36 PUMP |
| 02/09/2022 | 24 | COX, ZWERNER, GAMBILL & | CONTRACT SERVICES - | 1956.66 | 1956.66 | 13447 | GENERAL LEGAL SERVICES |
| 02/09/2022 | 27 | DOUBLE BEE FENCE CO. | GATES & FENCING | 670.14 | 670.14 | 13448 | SERVICE CALL - LOOP DETECTOR |
| 02/09/2022 | 28 | DUNCAN SUPPLY COMPANY, | BUILDING MAINTENANCE | 1492.86 | 1492.86 | 13449 | REZNOR PARTS |
| 02/09/2022 | 34 | FASTENAL COMPANY | BUILDING MAINTENANCE | 52.59 | 52.59 | 13450 | BOND SEAL (x300) |
| 02/09/2022 | 54 | GIBSON TELDATA INC | TELEPHONE SYSTEM | 1468.00 | 1468.00 | 13451 | TELEPHONE SERVICE - ANNUAL FEE |
| 02/09/2022 | 38 | GREAT AMERICA FINANCIAL | COPIER LEASE | 243.45 | 243.45 | 13452 | COPIER LEASE |
| 02/09/2022 | 39 | GRIZZLY, INC. | LIGHTING SUPPLIES - | 293.48 | 293.48 | 13453 | AIRFIELD BOLTS |
| 02/09/2022 | 268 | GUARDIAN FIRE SYSTEMS | FIRE SYSTEM | 1220.06 | 1220.06 | 13454 | REPAIRED LEAK ON DRY SYSTEM |
| ^^′^9/2022 | 45 | INDUSTRIAL SUPPLY | GARAGE & MOTOR | 231.08 | 231.08 | 13455 | DRAIN CLEANER |
| | 299 | JEFF FISHER | TRAVEL - ADMIN | 1089.48 | 1089.48 | 13456 | HOTEL - ARFF LEADERSHIP |
| 02/09/2022 | 43 | JEFF HAUSER | TRAVEL - ADMIN | 71.37 | 71.37 | 13457 | MILEAGE - AVIATION INDIANA |
| 02/09/2022 | 47 | JOHNSTONE SUPPLY | BUILDING MAINTENANCE | 361.34 | 361.34 | 13458 | FURNACE FLAME SENSOR |
| 02/09/2022 | 48 | JOINK | INTERNET | 199.00 | 199.00 | 13459 | INTERNET |
| 02/09/2022 | 140 | KELSEY VEATCH | BUSINESS EXP & | 28.99 | 28.99 | 13460 | FOOD - BOARD RETREAT |
| 02/09/2022 | 62 | MENARDS - NORTH TERRE | BUILDING MAINTENANCE | 3962.82 | 3962.82 | 13461 | CARPET & SUPPLIES FOR ICTT |
| 02/09/2022 | | MENARDS - SOUTH TERRE | BUILDING MAINTENANCE | 619.26 | 619.26 | 13462 | FAUCET FOR ADMIN OFFICE, CARPET |
| 02/09/2022 | 301 | MIDWEST TRUCK EQUIPMENT | GARAGE & MOTOR | 1560.00 | 1560.00 | 13463 | KNAPHEIDE TAILGATE |
| 02/09/2022 | 67 | | GARAGE & MOTOR | 888.36 | 888.36 | 13464 | AIR HOSE CONNECTORS |
| 02/09/2022 | 74 | | GARAGE & MOTOR | 123.72 | 123.72 | 13465 | AIR FILTERS |
| | | SACKRIDER TECHNOLOGY | IT SERVICES/CONSULTING | 500.00 | 500.00 | 13466 | |
| 02/09/2022 | | SMITH'S SMALL ENGINES | GARAGE & MOTOR | 19.31 | 19.31 | 13467 | |
| 02/09/2022 | | | PSO UNIFORMS | 1069.55 | 1069.55 | 13468 | |
| 02/09/2022 | | TABCO BUSINESS FORMS, | | 300.76 | 300.76 | 13469 | |
| 02/09/2022 | | VALLEY ELECTRIC SUPPLY | BUILDING MAINTENANCE | 250.00 | 250.00 | 13470 | |
| 02/14/2022 | | JOSH THOMPSON | ARFF INCENTIVE PAY | | | | PRE-EMPLOYMENT DRUG SCREEN |
| 02/14/2022 | | CENTER FOR OCCUPATIONAL | EMPLOYEE SCREENING | 61.00 | 61.00 | 13471 | |
| 02/14/2022 | 222 | INDIANA DEPT OF | ENVIRONMENTAL | 100.00 | 100.00 | 13472 | STORM WATER PERMIT |
| 02/14/2022 | 25 | CULLIGAN | OFFICE SUPPLIES - ADMIN | 16.00 | 16.00 | 13473 | |
| 03/09/2022 | - | A-1 SANITATION | WASTE DISPOSAL | 85.00 | 85.00 | 13474 | |
| 03/09/2022 | 117 | A.E BOYCE COMPANY, INC. | COMPUTER SOFTWARE | 2260.00 | 2260.00 | 13475 | |
| 1/2022 | 203 | ADB SAFEGATE AMERICAS, | LIGHTING SUPPLIES - | 26450,30 | 26450.30 | 13476 | |
| 03/09/2022 | 302 | AEROSIMPLE LLC | COMPUTER SOFTWARE | 6000.00 | 6000.00 | 13477 | AIRFIELD/OPS SOFTWARE |
| 03/09/2022 | 3 | AIRGAS USA, LLC | BOTTLED GAS | 52.59 | 52.59 | 13478 | CYL RENTAL |
| 03/09/2022 | 234 | BELLE TIRE | TIRES | 69.98 | 69.98 | 13479 | TIRE SENSOR |
| 03/09/2022 | 16 | BOOT CITY | MAINTENANCE UNIFORMS | 769.95 | 769.95 | 13480 | BOOTS & WINTER WEAR |

ACCOUNTS PAYABLE VOUCHER REGISTER SUMMARY

Terre Haute Regional Airport

GOVERNMENTAL UNIT

AGENCY

NOTES:(1) Use both sides of the form if needed. Signatures of governing board should appear only on the final page of each meeting in which accounts payable vouchers are allowed.

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Page

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4 Pages

Installed by the Terre Haute Regional Airport-2019

General Form No. 364 (1997) APVREGISTER_SUM.FRX

| Check | | | Office | Amount of | Amount | | Check/ Memorandüm |
|------------|--------|--------------------------|--------------------|-----------|----------|---------|------------------------------------|
| Date | Vendor | Name of Claimant | Department | Voucher | Allowed | Warrant | (See Note (2) Above) |
| 01/24/2022 | 44 | INDIANA AMERICAN WATER | WATER - UTILITY | 244.08 | 244.08 | M3352 | WATER - 12/2-1/4 - ACCT#5413 |
| 02/01/2022 | 37 | FRONTIER COMMUNICATIONS | TELEPHONE | 150.79 | 150.79 | M3353 | TELEPHONE SERVICE *3344 |
| 02/14/2022 | 90 | TERMINIX | PEST CONTROL | 78.00 | 78.00 | M3387 | PEST CONTROL |
| 01/07/2022 | 1600 | GROSS PAYROLL | EXECUTIVE DIRECTOR | 43043,58 | 43043.58 | M3388 | WAGES - PAYROLL DATE 1/7/22 |
| 01/07/2022 | 1601 | NET WAGES | PAYROLL EXPENSES | 22438.53 | 22438.53 | M3389 | NET WAGES - PAYROLL DATE 1/7/2022 |
| 01/07/2022 | 121 | PAYCHEX | PAYROLL EXPENSES | 201.85 | 201.85 | M3390 | PAYROLL PROCESSING FEES |
| 01/07/2022 | 122 | INTERNAL REVENUE SERVICE | PAYROLL EXPENSES | 7986.06 | 7986.06 | M3391 | FICA - PAYROLL DATE 1/7/2022 |
| 01/07/2022 | 123 | INDIANA DEPARTMENT OF | PAYROLL EXPENSES | 1776.99 | 1776.99 | M3392 | STATE - PAYROLL DATE 1/7/2022 |
| 01/07/2022 | 124 | INDIANA CENTRAL | PAYROLL EXPENSES | 300.00 | 300.00 | M3393 | GARNISHMENT - PAYROLL DATE |
| 01/07/2022 | 125 | INPRS | PAYROLL EXPENSES | 4319,28 | 4319.28 | M3394 | PERF EE & ER & ADDITIONAL |
| 01/07/2022 | 126 | HEALTH SAVINGS ACCOUNT | PAYROLL EXPENSES | 5105,00 | 5105.00 | M3395 | HSA EE & ER PORTIONS |
| 01/21/2022 | 1600 | GROSS PAYROLL | EXECUTIVE DIRECTOR | 35818.68 | 35818,68 | M3396 | WAGES - PAYROLL DATE 1/21/2022 |
| 01/21/2022 | 1601 | NET WAGES | PAYROLL EXPENSES | 20543.04 | 20543.04 | M3397 | NET WAGES - PAYROLL DATE 1/21/2023 |
| 01/21/2022 | 121 | PAYCHEX | PAYROLL EXPENSES | 378.55 | 378.55 | M3398 | PAYROLL PROCESSING FEES |
| 01/21/2022 | 122 | INTERNAL REVENUE SERVICE | PAYROLL EXPENSES | 7391.79 | 7391.79 | M3399 | FICA - PAYROLL DATE 1/21/2022 |
| ^ '21/2022 | 123 | INDIANA DEPARTMENT OF | PAYROLL EXPENSES | 1685.59 | 1685.59 | M3400 | STATE - PAYROLL DATE 1/21/2022 |
| _1/2022 | 124 | INDIANA CENTRAL | PAYROLL EXPENSES | 280.00 | 280.00 | M3401 | GARNISHMENT - PAYROLL DATE |
| 01/21/2022 | 125 | INPRS | PAYROLL EXPENSES | 4118.41 | 4118.41 | M3402 | PERF EE, ER & ADDITIONAL |
| 01/21/2022 | 126 | HEALTH SAVINGS ACCOUNT | PAYROLL EXPENSES | 455.00 | 455.00 | M3403 | HSA EE & ER PORTIONS |
| 01/28/2022 | 216 | PRINCIPAL LIFE INSURANCE | GROUP INSURANCE | 353.12 | 353.12 | M3404 | LIFE INSURANCE - ER PORTION |
| 02/01/2022 | 1 | AFLAC | PAYROLL EXPENSES | 309.96 | 309.96 | M3405 | ADDITIONAL INSURANCE - EE PAID |
| 01/20/2022 | 121 | PAYCHEX | PAYROLL PROCESSING | 272.00 | 272.00 | M3406 | TIME AND ATTENDANCE MONTHLY FEI |
| 12/08/2021 | 90 | TERMINIX | PEST CONTROL | 78.00 | 78.00 | M3407 | PEST CONTROL |
| 12/08/2021 | 1 | AFLAC | PAYROLL EXPENSES | 268.56 | 268.56 | M3408 | ADDITIONAL INSURANCE - EE PAID |
| 12/30/2021 | 216 | PRINCIPAL LIFE INSURANCE | GROUP INSURANCE | 17.03 | 17.03 | M3409 | LIFE INSURANCE - ER PORTION |
| 12/01/2021 | 35 | FIRST FINANCIAL BANK | INTEREST EXPENSE | 3065.91 | 3065.91 | M3410 | THANGAR LOAN - INTEREST |
| 02/04/2022 | 1600 | GROSS PAYROLL | EXECUTIVE DIRECTOR | 39255.07 | 39255.07 | M3411 | WAGES - PAYROLL CK DATE 2/4/2022 |
| 02/04/2022 | 1601 | NET WAGES | PAYROLL EXPENSES | 23006.69 | 23006.69 | M3412 | NET WAGES - PAYROLL CK DATE |
| 02/04/2022 | 121 | PAYCHEX | PAYROLL EXPENSES | 151.51 | 151.51 | M3413 | PAYROLL PROCESSING FEES |
| 02/04/2022 | 122 | INTERNAL REVENUE SERVICE | PAYROLL EXPENSES | 8088.64 | 8088.64 | M3414 | FICA - PAYROLL CK DATE 2/4/2022 |
| 02/04/2022 | 123 | INDIANA DEPARTMENT OF | PAYROLL EXPENSES | 1821.49 | 1821.49 | M3415 | STATE - PAYROLL CK DATE 2/4/2022 |
| 02/04/2022 | 124 | INDIANA CENTRAL | PAYROLL EXPENSES | 280.00 | 280.00 | M3416 | GARNISHMENT - PAYROLL CK DATE |
| 02/04/2022 | 125 | INPRS | PAYROLL EXPENSES | 4508.74 | 4508.74 | M3417 | PERF EE, ER & ADDITIONAL |
| 02/04/2022 | 126 | HEALTH SAVINGS ACCOUNT | PAYROLL EXPENSES | 425.00 | 425.00 | M3418 | HSA EE & ER PORTIONS |
| 02/18/2022 | 1600 | GROSS PAYROLL | EXECUTIVE DIRECTOR | 36994.14 | 36994.14 | M3419 | WAGES - PAYROLL CK DATE 2/18/2022 |
| 02/18/2022 | 1601 | NET WAGES | PAYROLL EXPENSES | 21988.50 | 21988.50 | M3420 | NET WAGES - PAYROLL CK DATE |
| 1/2022 | 121 | PAYCHEX | PAYROLL EXPENSES | 151.51 | 151.51 | M3421 | PAYROLL PROCESSING FEES |
| 02/18/2022 | | INTERNAL REVENUE SERVICE | PAYROLL EXPENSES | 7697.79 | 7697.79 | M3422 | FICA - PAYROLL CK DATE 2/18/2022 |
| 02/18/2022 | | INDIANA DEPARTMENT OF | PAYROLL EXPENSES | 1753.52 | 1753.52 | M3423 | STATE - PAYROLL CK DATE 2/18/2022 |
| 02/18/2022 | | INDIANA CENTRAL | PAYROLL EXPENSES | 280.00 | 280.00 | M3424 | GARNISHMENT - PAYROLL CK DATE |
| 02/18/2022 | | INPRS | PAYROLL EXPENSES | 4144.82 | 4144.82 | M3425 | PERF EE, ER & ADDITIONAL |

| | Fiscal Officer |
|---|--|
| | |
| ALLC | DWANCE OF ACCOUNTS PAYABLE VOUCHERS |
| - | Terre Haute Regional Airport |
| | |
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| Ma have exemined the Asset | unte Pavable Vouchers listed on the foregoing Register of Accounts |
| | unts Payable Vouchers listed on the foregoing Register of Accounts |
| Payable Vouchers consisting | of4 pages and except for accounts payables not allowed |
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| Payable Vouchers consisting as shown on the Register suc of \$501626.20 | of4 pages and except for accounts payables not allowed ch accounts payables are hereby allowed in the total amount |

Signatures of Governing Board



Corporate Account Name: T.H. REGIONAL AIRPORT AUTH Account Name: KARA MCINTOSH

Corporate Number: THREGION
Account Ending In: 1032

| | Summary of Acc | ount Activity | |
|--------------------------|-------------------|------------------------|-------------|
| | | | |
| Previous Account Balance | \$6,282.38 | Statement Closing Date | 01/25/2022 |
| Payments and Credits | \$6,282.38 | Days This Period | 31 |
| Purchases and Debits | \$7,325.13 | Credit Limit | \$10,000.00 |
| Cash Advances | \$0.00 | Available Credit | \$2,674.00 |
| Fees | \$0.00 | Cash Limit | \$10,000.00 |
| Finance Charges | \$0.00 | Available Cash | \$2,674.00 |
| New Ending Balance | \$7,325.13 | - | |
| - | | Payment Due Date | 02/22/2022 |
| Total Amount of Disputes | \$0.00 | Payment Amount Due | \$74.00 |

Questions? View your account information online at www.first-online.bank or a call our Customer Service Center toll free at or .

Send Billing Inquiries and Correspondence to:

P. O. Box 2087, Omaha, NE 68103-2087

Mail Payments to: P. O. Box 2711, Omaha, NE 68103-2711.

First Financial Bank, NA PO Box 2122 Terre Haute, IN 47802-0122

 Account Ending In
 1032

 Payment Due Date
 02/22/2022

 New Balance
 \$7,325.13

 Minimum Payment Due
 \$74.00

Make Check Payable To:

\$



Corporate Account Name: T.H. REGIONAL AIRPORT AUTH

Account Name: JEFFREY HAUSER

Corporate Number: THREGION
Account Ending In: 8355

| | Summary of Acco | ount Activity | |
|--------------------------|-------------------|------------------------|------------|
| Previous Account Balance | \$857.38 | Statement Closing Date | 01/25/2022 |
| Payments and Credits | \$877.88 | Days This Period | 31 |
| Purchases and Debits | \$278 . 97 | Credit Limit | \$4,000.00 |
| Cash Advances | \$0.00 | Available Credit | \$3,775.00 |
| Fees | \$25.00- | Cash Limit | \$4,000.00 |
| Finance Charges | \$8.80- | Available Cash | \$3,775.00 |
| New Ending Balance | \$224.67 | | |
| | | Payment Due Date | 02/22/2022 |
| Total Amount of Disputes | \$0.00 | Payment Amount Due | \$25.00 |

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Mail Payments to: P. O. Box 2711, Omaha, NE 68103-2711.

First Financial Bank, NA PO Box 2122 Terre Haute, IN 47802-0122
 Account Ending In
 8355

 Payment Due Date
 02/22/2022

 New Balance
 \$224.67

 Minimum Payment Due
 \$25.00

Make Check Payable To:

\$



Corporate Account Name: T.H. REGIONAL AIRPORT AUTH Account Name: KARA MCINTOSH

Corporate Number: THREGION
Account Ending In: 1032

| 用更加的表现是是 | | | | | |
|--------------------------|-----------------------------|-------------------------------------|------------------------------|--|--|
| | Summary of Account Activity | | | | |
| Previous Account Balance | \$7,325.13 | Statement Closing Date | 02/25/2022 | | |
| Payments and Credits | \$7,325.13 | Days This Period | 31 | | |
| Purchases and Debits | \$3,317.85 | Credit Limit | \$10,000.00 | | |
| Cash Advances | \$0.00 | Available Credit | \$4,913.00 | | |
| Fees | \$0.00 | Cash Limit | \$10,000.00 | | |
| Finance Charges | \$0.00 | Available Cash | \$4,913.00 | | |
| New Ending Balance | \$3,317.85 | | | | |
| Total Amount of Disputes | \$0.00 | Payment Due Date Payment Amount Due | 03/22/2022 \$34.00 | | |

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Mail Payments to: P. O. Box 2711, Omaha, NE 68103-2711.

First Financial Bank, NA PO Box 2122 Terre Haute, IN 47802-0122

 Account Ending In
 1032

 Payment Due Date
 03/22/2022

 New Balance
 \$3,317.85

 Minimum Payment Due
 \$34.00

Make Check Payable To:

\$



Corporate Account Name: T.H. REGIONAL AIRPORT AUTH Account Name: JEFFREY HAUSER

Corporate Number: THREGION
Account Ending In: 8355

| | Summary of Account Activity | | | |
|--------------------------|-----------------------------|------------------------|-----------------|--|
| Previous Account Balance | \$224.67 | Statement Closing Date | 02/25/2022 | |
| Payments and Credits | \$294.67 | Days This Period | [∞] 31 | |
| Purchases and Debits | \$1,571.99 | Credit Limit | \$4,000.00 | |
| Cash Advances | \$0.00 | Available Credit | \$2,498.00 | |
| Fees | \$0.00 | Cash Limit | \$4,000.00 | |
| Finance Charges | \$0.00 | Available Cash | \$2,498.00 | |
| New Ending Balance | \$1,501.99 | | | |
| ····· - · · • | | Payment Due Date | 03/22/2022 | |
| Total Amount of Disputes | \$0.00 | Payment Amount Due | \$25.00 | |

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P. O. Box 2087, Omaha, NE 68103-2087

Mail Payments to: P. O. Box 2711, Omaha, NE 68103-2711.

First Financial Bank, NA PO Box 2122 Terre Haute, IN 47802-0122
 Account Ending In
 8355

 Payment Due Date
 03/22/2022

 New Balance
 \$1,501.99

 Minimum Payment Due
 \$25.00

Make Check Payable To:

\$



Minutes

Terre Haute Regional Airport Authority January 12, 2022 – 8:00 a.m. Airport Conference Room

PRESENT:

Rick Burger, President Dan Conley, Member Matthew Wayt, Member (called in) Bernice Helman, Member

STAFF PRESENT:

Jeff Hauser, Executive Director Kara McIntosh, Director of Operations Kelsey Veatch, Finance Manager

OTHERS PRESENT:

Howard Greninger, Tribune Star Josh Thompson, Hoosier Aviation Ethan Malavolti, Malavolti Aviation Brooklyn Navarre, THRA Heather Good, WTHI (called in) Kevin Donner, ISU

Mr. Burger called the meeting to order at 8:00 a.m.

Upon a motion by Mr. Conley, seconded by Mrs. Helman and passed by unanimous vote, the minutes from the December 17, 2021 meeting were approved.

Comments from the Board of Directors - None

Comments from the Public - None

Upon a motion by Mrs. Helman, seconded by Mr. Conley and passed by unanimous vote, the Claim Forms dated December 17, 2021 were approved.

ABSENT:

Mike Morris, Member Brian Short, Vice President



Mastercard Claims 12/22/2021 - 1/25/2022

Pvmt Due Date February 22, 2022

| Acct#/Name | Date | Transaction | Amount | Account # | Description |
|---------------|--------------|--------------------------|------------|---|-----------------------------------|
| 0439 Hauser | 1/13/2022 | Walgreens | \$42.76 | 100-001-215 Public Safety & Equip | Covid Tests |
| | 1/17/2022 | Radisson Hotel | \$123.88 | 100-001-324 Travel - Admin | Hotel Room - Air Cargo |
| | 1/19/2022 | Drury Inn | \$112.33 | 100-001-324 Travel - Admin | Hotel Room - Air Cargo |
| | 12/31/2021 | Refunds on fraud charges | -\$54.30 | | Fraud Charges to "NET10" |
| | | TOTAL CHARGED | \$224.67 | | |
| Acct#/Name | Date | Transaction | Amount | Account # | Description |
| 1032 McIntosh | 12/26/2021 | Southwest Airlines | \$251.96 | 100-001-324 Travel - Admin | Flight - ARFF Leadership Training |
| | 12/26/2021 | Constant Contact | \$20.00 | 100-001-330 Promotional/Marketing | Monthly Fee - Mass Contact Forur |
| | 12/29/2021 | Walmart | \$39.16 | 100-001-510 Reimburseable Expenses | Food Items |
| | 12/31/2021 | X-Chair | \$2,436.33 | 100-001-400 Furniture/Fixtures | Office Chairs - Admin |
| | 1/7/2022 | Corra Group | \$61.00 | 100-001-140 Employee Screening | Pre-Employment Background Che |
| | 1/12/2022 | Wayfair | \$3,239.88 | 100-001-400 Furniture/Fixtures | Conference Room Chairs |
| | 1/13/2022 | Walgreens | \$42.76 | 100-001-215 Public Safety & Equip | Covid Tests |
| | 1/13/2022 | Amazon | \$20.01 | 100-001-200 Office Supplies - Admin | File folder labels |
| | 1/13/2022 | Aviation Indiana | \$75.00 | 100-001-303 Professional Develoment - Admin | Legislative Day Registration |
| | 1/13/2022 | Aviation Indiana | \$75.00 | 100-001-303 Professional Develoment - Admin | Legislative Day Registration |
| | 1/16/2022 | Amazon | \$53.40 | 100-001-233 Janitorial Supplies & Services | Hand Soap |
| | 1/16/2022 | Sams Club | \$91.40 | 100-001-200 Office Supplies - Admin | Binders, tabs, bowls |
| | 1/17/2022 | Microsoft | \$8.83 | 100-001-311 Computer Software Maint/Fees | Office Monthly Fee |
| | 1/19/2022 | Hilton | \$705.90 | 100-001-324 Travel - Admin | Hotel Room - Air Cargo |
| | 1/23/2022 | Sams Club | \$100.00 | 100-001-381 Dues/Subscriptions | Annual Membership |
| | 1/24/2022 | !BJ Media | \$104.50 | 100-001-381 Dues/Subscriptions | Annual Membership |
| | Time William | TOTAL CHARGED | \$7,325.13 | William State Contractor | |

DUE TOTAL



Mastercard Claims 1/22/2022 - 2/25/2022

Pymt Due Date March 22, 2022

| Acct#/Name | Date | Transaction | Amount | Account # | Description |
|--------------|-----------|----------------------------|------------|---|---------------------------------------|
| 0439 Hauser | 2/21/2022 | Terre Haute Chamber | -\$70.00 | 100-001-314 Business Development | Event Refund for Going Virtual |
| | 1/28/2022 | Meijer | \$68.79 | 100-001-330 Promotional/Marketing | Tenant Lunch Items |
| | 1/31/2022 | Corsair Café | \$109.36 | 100-001-314 Business Development | Board Retreat Lunch |
| | 2/9/2022 | Southwest Airlines | \$579.84 | 100-001-324 Travel - Admin | Flight - MRO Dallas (3people) |
| | 2/14/2022 | Grand Traverse Pie Company | \$42.61 | 100-001-314 Business Development | Attorney Meeting |
| Ī | 2/23/2022 | AEDLand.com | \$443.97 | 100-001-215 Public Safety & Equip | AED Battery |
| | 2/23/2022 | Heartsmart.com | \$327.42 | 100-001-215 Public Safety & Equip | Defibrillation electrodes for Cardiac |
| Ī | E/FIRST | TOTAL CHARGED | \$1,501.99 | | |
| Acct#/Name | Date | Transaction | Amount | Account # | Description |
| 032 McIntosh | 1/27/2022 | Sams Club | \$200.88 | 100-001-233 Janitorial Supplies & Services | Trifold Paper Towels, Toilet Paper |
| | 1/27/2022 | Amazon | \$43.79 | 100-001-233 Janitorial Supplies & Services | Paper Towel Rolls |
| | 1/27/2022 | WP Engine | \$300.00 | 100-001-311 Computer Software Maint/Fees | Annual Webpage Fee |
| | 1/27/2022 | Laundry On Us | \$20.00 | 100-001-330 Promotional/Marketing | Table cloth cleaning - Business Cente |
| | 1/28/2022 | Rick's Smokehouse | \$458.95 | 100-001-330 Promotional/Marketing | Tenant Lunch Items |
| | 1/29/2022 | Constant Contact | \$20.00 | 100-001-330 Promotional/Marketing | Monthly Fee - Mass Contact Forum |
| | 2/1/2022 | Best Buy | \$470.78 | 100-001-401 Office/Computer Equip | Printers for Maintenance (x2) |
| | 2/2/2022 | Meijer | \$52.23 | 100-001-326 Travel - Airfield | Snow Team - Food |
| | 2/2/2022 | Aldi | \$34.53 | 100-001-326 Travel - Airfield | Snow Team - Food |
| | 2/3/2022 | Holiday Inn | \$142.60 | 100-001-326 Travel - Airfield | Snow Team - Hotel |
| | 2/3/2022 | Holiday Inn | \$142.60 | 100-001-326 Travel - Airfield | Snow Tearn - Hotel |
| | 2/4/2022 | Holiday Inn | \$142.60 | 100-001-326 Travel - Airfield | Snow Team - Hotel |
| | 2/4/2022 | Holiday Inn | \$142.60 | 100-001-326 Travel - Airfield | Snow Team - Hotel |



Handbook Revisions 2022

| Page Number | Section Title | Description | | |
|-------------|------------------------------------|--|--|--|
| 11 | Personal Appearance | Took out open toe shoes | | |
| 11 | Personal Appearance | Added \$200 boot allowance | | |
| 16 | Business Travel/Rental Vehicles | Added ride sharing (Uber/Lyft) | | |
| 19 | Paychecks | Added where to access check stubs (Web portal) | | |
| 20 | Comp Time | Added comp time CAN be used the same pay period it was earned and must be used within 3 months (then paid out as OT) | | |
| 22 | Holidays | Added 'Juneteenth' as an observed holiday | | |
| 22 | Holidays | Added "A holiday will only be paid out to employees who work the day following the date of a paid holiday or that have prior approval to use paid time off. Employees who call in the day after a holiday will not receive holiday pay." | | |
| 23 | Bereavement | Updated Bereavement Policy (reduce days allowed and add completion of a bereavement statement) | | |
| 24 | FMLA | Took out FMLA policy as the airport does not qualify for FMLA (less than 50 employees) | | |
| 25 | Parental Leave | Added that employees "must use PTO time first" | | |
| 30 | Drug and Alcohol Policy | Took out 'Random Drug Testing' as it was advised that random testing is generally only allowed for 'safety positions'. | | |

FOURTH AMENDMENT TO LEASE AGREEMENT

THIS FOURTH AMENDMENT TO LEASE AGREEMENT (this "Amendment"), is made by and between the Terre Haute Regional Airport Authority, ("Lessor") and Indiana University Health Inc., as successor in interest to Clarian Health Partners, Inc., ("Lessee") effective on April 1, 2022 ("the Effective Date").

WITNESSETH:

WHEREAS, Lessor and Lessee are parties to that certain Lease Agreement effective March 1, 2009 (the "Lease") for Lessee's use of 4,873 square feet located at the Terre Haute Regional Airport, 7163 Maynard Wheeler Lane, Terre Haute, IN 47803 (the "Leased Premises");

WHEREAS, the parties previously amended the Lease, by entering into amendments which extended the term of the lease to March 31, 2022; and

WHEREAS, Lessor and Lessee desire to extend the Lease for one (1) year and to increase the monthly rent as set forth in this Amendment;

AGREEMENT:

Now, Therefore, in consideration of the Premises and the mutual agreements contained herein, Lessor and Lessee agree that the Lease is amended as follows:

- 1. Term of the Lease shall be extended by one (1) year commencing on April 1, 2022 and expiring on March 31, 2023 (the "Extended Term").
- 2. During the Extended Term, Lessee shall pay building rental of \$15,600 in equal monthly installments of \$1,300 per month. Said payments shall begin on April 1, 2022 and continue on the first day of each month thereafter during the Extended Term.

Except as herein specifically amended, all other terms, covenants, and conditions of the Lease shall remain in full force and effect. Capitalized terms used, but not defined herein, shall have the meanings ascribed in the Lease. This Amendment may be executed in any number of counterparts and by the parties hereto or thereto, as the case may be, on separate counterparts but all such counterparts shall together constitute but one and the same instrument.

IN WITNESS WHEREOF, Lessor and Lessee have executed this Amendment by the parties' authorized representatives on the day and month set forth.

| <u>LESSOR</u> Terre Haute Regional Airport Authority | <u>LESSEE</u> Indiana University Health, Inc. |
|--|--|
| By: | By: |
| Printed: | Printed: |
| Dated: | Dated: |

AND EMPLOYMENT-AT-WILL STATEMENT

This is to acknowledge that I have received a copy of the Terre Haute Regional Airport Authority Employee Handbook and understand that it sets forth terms and conditions of my employment as well as my responsibilities and obligations to the Authority. I understand and agree that it is my responsibility to read the Handbook, to abide by the rules, policies and standards set forth in it, and that failure to do so may result in disciplinary action, up to and including termination.

I also acknowledge that my employment with the Authority is at-will, meaning it is not for a specified or guaranteed period of time and can be terminated at any time for any reason, with or without cause or notice, by me or by the Authority. I acknowledge that no oral or written statements or representations regarding my employment can alter this and that that no supervisor or employee has the authority to enter into an employment agreement - express or implied - that is not at-will.

I also acknowledge that, except for the policy of at-will employment, the Authority reserves the right to revise, delete and add to the provisions of this Handbook. All such revisions, deletions or additions must be in writing. No oral statements or representations can change the provisions of this Handbook. I also acknowledge that, except for the policy of at-will employment, terms and conditions of employment with the Authority may be modified at the sole discretion of the Authority at any time. No implied contract concerning any employment-related decision, term of employment or condition of employment can be established by any other statement, conduct, policy or practice.

I understand that the foregoing agreement concerning my at-will employment status and the Authority's right to determine and modify the terms and conditions of employment is the sole and entire agreement between me and the Authority concerning the duration of my employment, the circumstances under which my employment may be terminated and the circumstances under which the terms and conditions of my employment may change. I further understand that this agreement supersedes all prior agreements, understandings and representations concerning my employment with the Authority.

If I have questions regarding the content or interpretation of this Handbook, I will bring them to the attention of my supervisor.

| NAME: _: | | | |
|--------------------|--|------|--|
| DATE: | | | |
| SIGNATURE: | | | |

January 2022

Board of Directors Approved 03/09/2022

RESOLUTION No. 01-2022 -Terre Haute Regional Airport Authority

AMENDING 2021 EMPLOYEE COMPENSATION

WHEREAS, the Terre Haute Regional Airport Authority previously adopted Resolution No. 7-2020 to establish employee compensation during 2021; and

WHEREAS, certain employees have received additional merit based pay increases during 2021 and the Airport Authority desires to restate the salary and wage scale to reflect these pay increases.

Now, THEREFORE, BE IT RESOLVED that:

1. The following salaries and wages for officers and employees of the Airport Authority during the 2021 calendar year are hereby established and confirmed and are not to exceed the amounts stated below.

| Position | Salary Amount |
|-----------------------------|---------------|
| Executive Director (JH) | \$125,778 |
| Director of Operations (KM) | \$95,346 |
| Finance Manager (KV) | \$45,238 |
| | |

| Position (Operations – Airfield) | Hourly Rate | | |
|----------------------------------|------------------------|--|--|
| Operations Foreman (MA) | \$26.00/hour | | |
| Operations Mechanic (SH) | \$22.90/hour | | |
| Operations Technician (x5) | \$17.50 - \$24.00/hour | | |

| Position (Operations - Safety & Security) | Hourly Rate |
|--|------------------------|
| Operations Technician Safety & Security (x5) | \$16.50 - \$25.00/hour |

Position (Miscellaneous)
Board of Directors (x6)
ARFF Incentive Pay (x4)
Maintenance Seasonal/Part-Time

\$2,585 (\$35/meeting) \$4,000 (\$38.46/pay per employee) \$12.00 - \$16.00/hour

Passed and adopted this 9th day of March 2022.

Richard Burger, President
Terre Haute Regional Airport Authority

Attest:

Daniel Conley, Secretary
Terre Haute Regional Authority

RESOLUTION NO. 02-2022 Terre Haute Regional Airport Authority

DECLARING SURPLUS OF PERSONAL PROPERTY AND AUTHORIZING ITS DISPOSAL

WHEREAS, pursuant to Indiana Code 5-22-22, the Terre Haute Regional Airport Authority ("Airport Authority") has determined that certain personal property owned by the Airport Authority is no longer needed or is unfit for the purpose for which it was intended; and

WHEREAS, the Airport Authority desires to dispose of said surplus personal property.

NOW, THEREFORE, be it RESOLVED by the Airport Authority as follows:

1. The following personal property owned by the Airport Authority is declared surplus property pursuant to I.C. 5-22-22:

SW MP 40 Serial # DUF8339 SW MP 40 Serial # DUF7482 SW MP 40 Serial # DUF 9417 SW MP 40 Serial # DUF 8451 SW MP 40 Serial # DUF 8436 SW MP 40 Serial # DUF7518 SW MP 40 Serial # DUF9299 TASER X26 Serial # X00-578029

- 2. The Airport Executive Director, or his designee, is authorized to dispose of the above-described personal property by public or private sale without advertising, pursuant to I.C. 5-22-22-6, as the surplus property has a total estimated value of less than \$5,000.00.
- 3. The Airport Authority will transfer the property to the Vigo County Sheriff's office.

| Adopted this 9th day of March 2022. | |
|--|--|
| ٠ | Rick Burger Terre Haute Regional Airport Authority |
| ATTEST: | |
| Dan Conley, Secretary Terre Haute Regional Airport Authority | |

RESOLUTION NO. 07-2020 Terre Haute Regional Airport Authority

ESTABLISHING 2021 EMPLOYEE COMPENSATION

WHEREAS, the Terre Haute Regional Airport Authority establishes and confirms employee compensation for 2021 in accordance with their 2021 Budget submitted for approval to the Department of Local Government Finance;

Now, THEREFORE, BE IT RESOLVED that:

I. The following salaries and wages for officers and employees of the Airport Authority during the 2021 calendar year are hereby established and confirmed.

| Position | Salary Amount |
|-----------------------------|---------------|
| Executive Director (JH) | \$125,531 |
| Director of Operations (KM) | \$95,108 |
| Finance Manager (KV) | \$45,000 |

| Position (Operations – Airfield) Operations Foreman (MA) Operations Mechanic (SH) | Hourly Rate \$26.00/hour \$22.90/hour |
|---|---|
| Operations Technician (6) | \$17.50 - \$24.00/hour |

| Position (Operations - Safety & Security) | Hourly Rate |
|---|------------------------|
| Operations Technician Safety & Security (4) | \$16.50 - \$23.10/hour |

Position (Miscellaneous) Board of Directors (x6)

Maintenance Seasonal/Part Time ARFF Incentive Pay (x4) \$2,585 (\$35/meeting) \$12.00 - \$15.00/hour

\$4,000 (\$38.46/pay per employee)

- 2. For those employees who elect to participate in the Airport Authority's health insurance plan with an HSA during the 2021 calendar year, the Airport Authority approves the following employer contributions to the participant's HSA account:
 - For individual plans, the Airport Authority will match the employee's contribution up to \$30 per pay period
 - For family plans, the Airport Authority will match the employee's contribution up to \$60 per pay period

Passed and adopted this 9th day of December 2020

Richel Leslie, President

Terre Haute Regional Airport Authority

Rick Burger, Secretary

Terre Haute Regional Airport Authority

RESOLUTION NO. 02-2022 Terre Haute Regional Airport Authority



DECLARING SURPLUS OF PERSONAL PROPERTY AND AUTHORIZING ITS DISPOSAL

WHEREAS, pursuant to Indiana Code 5-22-22, the Terre Haute Regional Airport Authority ("Airport Authority") has determined that certain personal property owned by the Airport Authority is no longer needed or is unfit for the purpose for which it was intended; and

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- 3. The Airport Authority will transfer the property to the Vigo County Sheriff's office.

Adopted this 9th day of March 2022.

Rick Burger

Terre Haute Regional Airport Authority

ATTEST:

Dan Conley, Secretary

Terre Haute Regional Airport Authority

ACCOUNTS PAYABLE VOUCHER REGISTER SUMMARY

Terre Haute Regional Airport

GOVERNMENTAL UNIT

AGENCY

APV Register Batch - MARCH 2022 MEETING

203

302

3

AEROSIMPLE LLC

AIRGAS USA, LLC

234 BELLE TIRE

16 BOOT CITY

03/09/2022

03/09/2022

03/09/2022

03/09/2022

NOTES:(1) Use both sides of the form if needed, Signatures of governing board should appear only on the final page of each meeting in which accounts payable vouchers are allowed. (2) The Memorandum is for entering action on accounts payable vouchers if disallowed in whole or in part, if continue to a later meeting of governing board, or for other pertinent information.

> Page 1 of 4 Pages

General Form No. 364 (1997) APVREGISTER_SUM.FRX Installed by the Terre Haute Regional Airport-2019 Office Memorandum Amount of Amount Check (See Note (2) Above) Allowed Voucher Name of Claimant Department Date Vendor MONTHLY FEE - PORTABLE TOILET 85.00 13440 WASTE DISPOSAL 85.00 229 A-1 SANITATION 02/09/2022 AIRFIELD LIGHTS 1041.26 13441 1041.26 LIGHTING SUPPLIES ADB SAFEGATE AMERICAS. 02/09/2022 203 52.59 52,59 13442 BOTTLED GAS - CYL RENTAL **BOTTLED GAS** AIRGAS USA, LLC 02/09/2022 3 RENTAL - CARPET PULLER & HAND 440,00 440.00 13443 **FOUIPMENT RENTAL** 158 CAHILL RENTAL & SALES 02/09/2022 MAINTENANCE UNIFORMS CINTAS CORPORATION 540.66 540.66 13444 MAINTENANCE UNIFORMS 02/09/2022 20 3367.78 13445 UNL 329.9 GAL & DIESEL 521.9 GAL GASOLINE & DIESEL 3367.78 169 CO-ALLIANCE 02/09/2022 1145.33 1145.33 13446 E-36 PUMP COLDWELL & COMPANY INC. GARAGE & MOTOR 02/09/2022 22 GENERAL LEGAL SERVICES 1956.66 13447 COX, ZWERNER, GAMBILL & CONTRACT SERVICES 1956.66 02/09/2022 24 13448 SERVICE CALL - LOOP DETECTOR 670:14 670.14 DOUBLE BEE FENCE CO. **GATES & FENCING** 02/09/2022 27 1492.86 1492.86 13449 REZNOR PARTS DUNCAN SUPPLY COMPANY, BUILDING MAINTENANCE 02/09/2022 28 52.59 **BUILDING MAINTENANCE** 52.59 13450 BOND SEAL (x300) 02/09/2022 34 FASTENAL COMPANY TELEPHONE SERVICE - ANNUAL FEE 1468 00 13451 TELEPHONE SYSTEM 1468.00 54 GIBSON TELDATA INC 02/09/2022 243.45 13452 COPIER LEASE 243.45 GREAT AMERICA FINANCIAL COPIER LEASE 02/09/2022 38 293.48 13453 AIRFIELD BOLTS LIGHTING SUPPLIES -293.48 02/09/2022 39 GRIZZLY, INC. 13454 REPAIRED LEAK ON DRY SYSTEM 1220.06 GUARDIAN FIRE SYSTEMS FIRE SYSTEM 1220.06 268 02/09/2022 231.08 13455 DRAIN CLEANER 231.08 GARAGE & MOTOR INDUSTRIAL SUPPLY 9/2022 1089.48 1089.48 13456 HOTEL - ARFF LEADERSHIP JEFF FISHER TRAVEL - ADMIN J_109/2022 299 13457 MILEAGE - AVIATION INDIANA TRAVEL - ADMIN 71.37 71.37 02/09/2022 JEEF HAUSER 43 361,34 13458 FURNACE FLAME SENSOR **BUILDING MAINTENANCE** 361.34 02/09/2022 47 JOHNSTONE SUPPLY 199.00 13459 INTERNET INTERNET 199.00 02/09/2022 48 JOINK. 28 99 13460 FOOD - BOARD RETREAT **BUSINESS EXP &** 28.99 KELSEY VEATCH 02/09/2022 140 **BUILDING MAINTENANCE** 3962.82 3962.82 13461 CARPET & SUPPLIES FOR ICTT MENARDS - NORTH TERRE 02/09/2022 62 FAUCET FOR ADMIN OFFICE, CARPET 619.26 13462 BUILDING MAINTENANCE 619.26 MENARDS - SOUTH TERRE 02/09/2022 224 13463 KNAPHEIDE TAILGATE 1560.00 1560.00 GARAGE & MOTOR 02/09/2022 301 MIDWEST TRUCK EQUIPMENT 888.36 888.36 13464 AIR HOSE CONNECTORS O'REILLY GARAGE & MOTOR 02/09/2022 123.72 13465 AIR FILTERS 123.72 GRAYLESS FILTER SERVICES GARAGE & MOTOR 02/09/2022 74 IT MONTHLY SERVICE FEE 500.00 13466 IT SERVICES/CONSULTING 500.00 SACKRIDER TECHNOLOGY 225 02/09/2022 19.31 19.31 13467 **GROMETS & OIL FILTERS** SMITH'S SMALL ENGINES GARAGE & MOTOR 02/09/2022 1069.55 13468 **OPERATION UNIFORMS** PSO UNIFORMS 1069.55 88 TABCO BUSINESS FORMS. 02/09/2022 13469 FLUORESCENT LAMPS 300.76 300.76 VALLEY ELECTRIC SUPPLY BUILDING MAINTENANCE 02/09/2022 92 ARFF INCENTIVE PAY - 4TH QUARTER 250.00 13470 250.00 ARFF INCENTIVE PAY 02/14/2022 238 JOSH THOMPSON PRE-EMPLOYMENT DRUG SCREEN 61.00 61.00 13471 EMPLOYEE SCREENING 02/14/2022 CENTER FOR OCCUPATIONAL 132 STORM WATER PERMIT ENVIRONMENTAL 100.00 100.00 13472 INDIANA DEPT OF 02/14/2022 222 16.00 13473 **BOTTLED WATER** OFFICE SUPPLIES - ADMIN 16.00 02/14/2022 25 CULLIGAN 85.00 13474 PORTABLE TOILET WASTE DISPOSAL 85.00 A-1 SANITATION 03/09/2022 229 2260.00 2260.00 13475 KEYSTONE ANNUAL FEE 117 A.E BOYCE COMPANY, INC. COMPUTER SOFTWARE 03/09/2022 26450.30 13476 AIRFIELD SIGNS 1/2022 ADB SAFEGATE AMERICAS, LIGHTING SUPPLIES -26450.30

6000.00

52.59

69.98

769.95

COMPUTER SOFTWARE

MAINTENANCE UNIFORMS

BOTTLED GAS

TIRES

6000.00

52.59

69.98

13477

13478

13479

13480

AIRFIELD/OPS SOFTWARE

BOOTS & WINTER WEAR

CYL RENTAL

TIRE SENSOR

ACCOUNTS PAYABLE VOUCHER REGISTER SUMMARY

Terre Haute Regional Airport

GOVERNMENTAL UNIT

AGENCY

NOTES:(1) Use both sides of the form if needed, Signatures of governing board should appear only on the final page of each meeting in which accounts payable vouchers are allowed.

(2) The Memorandum is for entering action on accounts payable vouchers if disallowed in whole or in part, if continue to a later meeting of governing board, or for other pertinent information,

Page 3 of 4 Pages

| Installed by the Terre Haute Regional Airport-2019 | General Form No. 364 (1997) APVREGISTER_SUM.FI | RX |
|--|--|----|
| I GOVERNO MODEL STATE OF THE ST | | _ |

| Check Date | Vendor | Name of Claimant | Office Department | Amount of Voucher | Amount Allowed | Warrant | Check/ Memorandum (See Note (2) Above) |
|---------------|--------|--------------------------|--------------------|----------------------|-------------------|---------|--|
| 01/24/2022 | | INDIANA AMERICAN WATER | WATER - UTILITY | 244.08 | 244.08 | M3352 | WATER - 12/2-1/4 - ACCT#5413 |
| 02/01/2022 | 37 | FRONTIER COMMUNICATIONS | TELEPHONE | 150.79 | 150.79 | M3353 | TELEPHONE SERVICE *3344 |
| 02/14/2022 | 90 | TERMINIX | PEST CONTROL | 78.00 | 78.00 | M3387 | PEST CONTROL |
| 01/07/2022 | 1600 | GROSS PAYROLL | EXECUTIVE DIRECTOR | 43043.58 | 43043.58 | M3388 | WAGES - PAYROLL DATE 1/7/22 |
| 01/07/2022 | 1601 | NET WAGES | PAYROLL EXPENSES | 22438.53 | 22438,53 | M3389 | NET WAGES - PAYROLL DATE 1/7/2022 |
| 01/07/2022 | 121 | PAYCHEX | PAYROLL EXPENSES | 201.85 | 201.85 | M3390 | PAYROLL PROCESSING FEES |
| 01/07/2022 | 122 | INTERNAL REVENUE SERVICE | PAYROLL EXPENSES | 7986.06 | 7986.06 | M3391 | FICA - PAYROLL DATE 1/7/2022 |
| 01/07/2022 | 123 | INDIANA DEPARTMENT OF | PAYROLL EXPENSES | 1776.99 | 1776.99 | M3392 | STATE - PAYROLL DATE 1/7/2022 |
| 01/07/2022 | 124 | INDIANA CENTRAL | PAYROLL EXPENSES | 300.00 | 300_00 | M3393 | GARNISHMENT - PAYROLL DATE |
| 01/07/2022 | 125 | INPRS | PAYROLL EXPENSES | 4319.28 | 4319.28 | M3394 | PERF EE & ER & ADDITIONAL |
| 01/07/2022 | 126 | HEALTH SAVINGS ACCOUNT | PAYROLL EXPENSES | 5105.00 | 5105.00 | M3395 | HSA EE & ER PORTIONS |
| 01/21/2022 | 1600 | GROSS PAYROLL | EXECUTIVE DIRECTOR | 35818.68 | 35818.68 | M3396 | WAGES - PAYROLL DATE 1/21/2022 |
| 01/21/2022 | 1601 | NET WAGES | PAYROLL EXPENSES | 20543.04 | 20543.04 | M3397 | NET WAGES - PAYROLL DATE 1/21/2022 |
| 01/21/2022 | 121 | PAYCHEX | PAYROLL EXPENSES | 378.55 | 378.55 | M3398 | PAYROLL PROCESSING FEES |
| 01/21/2022 | 122 | INTERNAL REVENUE SERVICE | PAYROLL EXPENSES | 7391.79 | 7391.79 | M3399 | FICA - PAYROLL DATE 1/21/2022 |
| 1/2022 | 123 | INDIANA DEPARTMENT OF | PAYROLL EXPENSES | 1685.59 | 1685.59 | M3400 | STATE - PAYROLL DATE 1/21/2022 |
| u 1/21/2022 | 124 | INDIANA CENTRAL | PAYROLL EXPENSES | 280.00 | 280.00 | M3401 | GARNISHMENT - PAYROLL DATE |
| 01/21/2022 | 125 | INPRS | PAYROLL EXPENSES | 4118,41 | 4118.41 | M3402 | PERF EE, ER & ADDITIONAL |
| 01/21/2022 | 126 | HEALTH SAVINGS ACCOUNT | PAYROLL EXPENSES | 455.00 | 455.00 | M3403 | HSA EE & ER PORTIONS |
| 01/28/2022 | 216 | PRINCIPAL LIFE INSURANCE | GROUP INSURANCE | 353.12 | 353.12 | M3404 | LIFE INSURANCE - ER PORTION |
| 02/01/2022 | 1 | AFLAC | PAYROLL EXPENSES | 309.96 | 309.96 | M3405 | ADDITIONAL INSURANCE - EE PAID |
| 01/20/2022 | 121 | PAYCHEX | PAYROLL PROCESSING | 272,00 | 272.00 | M3406 | TIME AND ATTENDANCE MONTHLY FEE |
| 12/08/2021 | 90 | TERMINIX | PEST CONTROL | 78.00 | 78.00 | M3407 | PEST CONTROL |
| 12/08/2021 | 1 | AFLAC | PAYROLL EXPENSES | 268.56 | 268.56 | M3408 | ADDITIONAL INSURANCE - EE PAID |
| 12/30/2021 | 216 | PRINCIPAL LIFE INSURANCE | GROUP INSURANCE | 17.03 | 17.03 | M3409 | LIFE INSURANCE - ER PORTION |
| 12/01/2021 | 35 | FIRST FINANCIAL BANK | INTEREST EXPENSE | 3065.91 | 3065.91 | M3410 | THANGAR LOAN - INTEREST |
| 02/04/2022 | 1600 | GROSS PAYROLL | EXECUTIVE DIRECTOR | 39255.07 | 39255.07 | M3411 | WAGES - PAYROLL CK DATE 2/4/2022 |
| 02/04/2022 | 1601 | NET WAGES | PAYROLL EXPENSES | 23006.69 | 23006.69 | M3412 | NET WAGES - PAYROLL CK DATE |
| 02/04/2022 | 121 | PAYCHEX | PAYROLL EXPENSES | 151.51 | 151.51 | M3413 | PAYROLL PROCESSING FEES |
| 02/04/2022 | 122 | INTERNAL REVENUE SERVICE | PAYROLL EXPENSES | 8088.64 | 8088.64 | M3414 | FICA - PAYROLL CK DATE 2/4/2022 |
| 02/04/2022 | 123 | INDIANA DEPARTMENT OF | PAYROLL EXPENSES | 1821.49 | 1821.49 | M3415 | STATE - PAYROLL CK DATE 2/4/2022 |
| 02/04/2022 | 124 | INDIANA CENTRAL | PAYROLL EXPENSES | 280.00 | 280.00 | M3416 | GARNISHMENT - PAYROLL CK DATE |
| 02/04/2022 | 125 | INPRS | PAYROLL EXPENSES | 4508.74 | 4508.74 | M3417 | PERF EE, ER & ADDITIONAL |
| 02/04/2022 | 126 | HEALTH SAVINGS ACCOUNT | PAYROLL EXPENSES | 425.00 | 425.00 | M3418 | HSA EE & ER PORTIONS |
| 02/18/2022 | 1600 | GROSS PAYROLL | EXECUTIVE DIRECTOR | 36994.14 | 36994.14 | M3419 | WAGES - PAYROLL CK DATE 2/18/2022 |
| 02/18/2022 | 1601 | NET WAGES | PAYROLL EXPENSES | 21988.50 | 21988.50 | M3420 | NET WAGES - PAYROLL CK DATE |
| 3/2022 | 121 | PAYCHEX | PAYROLL EXPENSES | 151,51 | 151.51 | M3421 | PAYROLL PROCESSING FEES |
| 02/18/2022 | 122 | INTERNAL REVENUE SERVICE | PAYROLL EXPENSES | 7697.79 | 7697.79 | M3422 | FICA - PAYROLL CK DATE 2/18/2022 |
| 02/18/2022 | 123 | INDIANA DEPARTMENT OF | PAYROLL EXPENSES | 1753.52 | 1753.52 | M3423 | STATE - PAYROLL CK DATE 2/18/2022 |
| 02/18/2022 | 124 | INDIANA CENTRAL | PAYROLL EXPENSES | 280.00 | 280.00 | M3424 | GARNISHMENT - PAYROLL CK DATE |
| 02/18/2022 | 125 | INPRS | PAYROLL EXPENSES | 4144.82 | 4144.82 | M3425 | PERF EE, ER & ADDITIONAL |

| | y that each of the above listed vouch orrect and I have audited same in ac | | 6 |
|---------------------------------------|--|----------------------------|----------------------|
| | ALLOWANCE OF ACCOU | NTS PAYABLE VOUCHERS | |
| | Terre Haute R | egional Airport | |
| Payable Vouc | nined the Accounts Payable Voucher thers consisting of4_ page the Register such accounts payables 626.20 day of day of | es and except for accounts | payables not allowed |
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Signatures of Governing Board